

RESTRICTED

Approved For Release 1999/08/27 : CIA-RDP78-03985A000500040087-4

Employee Suggestion - Number 150

A. Information about the Suggester:

██████████, GS-4, Clerk, DD/P FE

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B. Summary of the Suggestion:

The development of posters and instructional material for the efficient operations of duplication equipment of the DD/P Offices.

C. Evaluation:

The Office of General Services has indicated that the placing of posters, while being helpful, would not correct the real problems of poor utilization of equipment, personnel and supplies. The Committee has been more recently advised by the Office of General Services that parts of this suggestion will be incorporated into the overall plan for the operation of duplicating facilities in the DD/P Offices. The Chief, of Administration, DD/P has stated that "posted instructions certainly would assist, and, in conjunction with Suggestion No. 153 are worthy of consideration."

D. Note:

This suggestion like suggestion Number 153 deals with different aspects with the same general problem of duplicating facilities. It is recommended that a token award to the suggester be considered by the Committee, the amount to be determined in keeping with the Scale of Awards With Intangible Benefits.

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Security Information

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